

Section 7

Ethics and Conduct

7.1 Intent

The City of San Jose is committed to open and honest government and strives to consistently meet the community's expectations by providing excellent service, in a positive and timely manner, and in the full view of the public through the City's website .

The recommendations of the Sunshine Reform Task Force include tools to increase public access to information through the City's website, enhance neighborhood and community participation, and ensure government accountability.

We seek to restore and strengthen public confidence in city government and in all individuals elected and appointed to represent the best interests of the community. These policies and procedures are an integral part of a citywide initiative to assist all segments of San Jose city government to understand and adopt the reforms and model the behavior of an ethical organization, along with the [Employee Values](#) developed to guide the organization and its ability to deliver services.

Building on strong leadership from the mayor and city council the ethical culture at City Hall will protect the public's interest and promote integrity, transparency, and accountability.

7.2 Conflicts of Interest

- A. Councilmembers must identify and disclose potential conflicts and recuse themselves from the decision-making process when an actual conflict arises.
- B. All Mayor and Councilmember's contribution reports must be available on-line.

7.3 Codes of Conduct and Ethics Statements

- A. All policy bodies, ancillary bodies, non-governmental bodies, City departments, employees, vendors, elected officials, or volunteers must adopt the City's code of conduct. The code of conduct should be placed on the City's website or printed public educational materials.
- B. A statement about the City's ethical standards must be printed in a prominent place.

7.4 Ethics Education

All City staff and Council staff must be educated about the Sunshine Ordinance as it is implemented and on an ongoing basis. An ethics and conduct component must be included in every educational opportunity.

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